# Recertification Report - CARF Accredited Organization

Provider Name			Provider Number	Begin Cert Date	End Cert Date
SOL DOMUS, INC.			1831389584	11/30/2009	11/30/2010
Organizational Practices	Area of Survey	Findings & Identification of Noncompliance	As Evidenced By	Health, Safety, or Rights Issue?	Date QIP Due
	Staff Qualifications and Training (Wyoming Medicaid rules Chapter 45 Section 26)	In-Compliance	5 of 5 staff files reviewed (100%) contained documentation of background check results, documentation that the staff met the qualifications for the service provided, evidence of current CPR and 1st Aid certification, documentation of participant specific training, and documentation of training on the required DDD training modules.	No	
	Staff Qualifications and Training (Wyoming Medicaid rules Chapter 45 Section 26)	Recommendation (Focused)	4 of the 5 staff files reviewed contained evidence that the staff had CPI certification.	Yes	11/12/2009
	Staff Qualifications and Training (Wyoming Medicaid rules Chapter 45 Section 26)	In-Compliance	5 of 5 staff interviewed (100%) were able to articulate functional knowledge of participant specific information for a participant for whom the staff is providing care.	No	
	Emergency Drills (CARF 1.E.)	In-Compliance	Documentation of a variety of drills run on a variety of shifts was present, including documentation of follow up on concerns, as indicated.	No	
	Emergency Procedures during Transportation (CARF 1.E.)	In-Compliance	All 3 vehicles reviewed, (100%), had emergency procedures available during transport, per the provider's policy and applicable requirements.	No	
	Internal Inspections (CARF 1.E.)	Recommendation (Focused)	Documentation of internal inspections was present for the 3 sites reviewed. 2 of the 3 sites had consistent documentation of follow up when needed.	No	11/23/2009

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External Inspections (CARF 1.E.)	In-Compliance	Documentation of annual external inspections was present for the service locations reviewed, including documentation of follow up when needed.	No
Progress made on prior DDD Survey recommendations	In-Compliance	With the exception of the issues readdressed in this survey, the provider continues to make progress on recommendations from the previous survey.	No
Progress made on prior CARF Survey recommendations	In-Compliance	The provider has made progress on all applicable recommendations from the previous CARF survey.	No
Incident reporting standards (Wyoming Medicaid rules Chapter 45, Section 30)	In-Compliance	The policy and procedure was reviewed and met applicable standards.	No
Incident reporting standards (Wyoming Medicaid rules Chapter 45, Section 30)	In-Compliance	4 of 5 staff interviewed (80%) were able to articulate functional knowledge of the Division's Notification of Incident Reporting process.	No
Complaint and Grievance (CARF 1.D.)	In-Compliance	The reviewed policy and procedure met applicable standards. The provider reports no formal grievances or complaints filed during the previous year.	No
Rights of Participants (Wyoming Medicaid rules, Chapters 45, Section 26, CARF Section 1)	In-Compliance	The policy and procedure was reviewed and met applicable standards.	No
Rights of Participants (Wyoming Medicaid rules, Chapters 45, Section 26, CARF Section 1)	In-Compliance	5 of 5 staff interviewed (100%) were able to demonstrate functional knowledge of participant rights and rights restrictions.	No
Behavior Plans (Chapter 45, Section 29)	In-Compliance	2 Positive Behavior Support Plans were reviewed, which met the applicable requirements. Through observation, it was apparent that the implementation was participant focused and proactive.	No
Restraint standards (Chapter 45, Section28)	In-Compliance	The policy and procedure was reviewed and met applicable standards.	No

**Survey/Certification Staff Name:** Denise Murphy, Senior Quality Assurance Specialist

Note: Providers can dispute a recommendation by submitting a certified letter to the Division within ten business days of receipt of the recertification report. The letter must include the specific recommendation being disputed, information on why the provider does not agree with the recommendation, and supporting documentation.

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	Transportation Requirements (CARF 1.E.9)	In-Compliance	3 vehicles were reviewed across all service locations, and all met current requirements	No	
Participant Specific Reviews	Area of Survey	Findings & Identification of Noncompliance	As Evidenced By	Health, Safety, or Rights Issue?	Date QIP Due
	Implementation of Individual Plan of Care (Wyoming Medicaid rules Chapters 41, 42 and 43, Section 8)	In-Compliance	Per provider documentation, observation, and interview, each of the 3 plans of care for the participant files reviewed was implemented as approved by the waiver.	No	
	Releases of Information (CARF 2.B.)	In-Compliance	3 participant files were reviewed, all of which contained releases of information which met applicable standards.	No	
	Emergency Information (CARF 2.B.)	In-Compliance	3 participant files were reviewed, all of which contained current and thorough emergency information.	No	
	Objectives and goal tracking (Wyoming Medicaid Rules Chapter 41-43)	In-Compliance	All 3 participant files reviewed included documentation of tracking of progress made on objectives, as required per Chapter 45, Section 11.	No	
	Billing and Documentation (Wyoming Medicaid Rules Chtr. 45 Sect. 27)	In-Compliance	3 participant files were reviewed, including documentation of service provision and billing for at least one service area in each file. The documentation and billing reviewed met the documentation standards.	No	
	Other rule or standard, Incident Reporting (Ch. 45 Sec. 30)	Recommendation (Focused)	For Participant 1, three incidents met the criteria for a Notice of Incident but were not reported. The incidents occurred 9/9/09, 7/24/09, and 7/10/09. These incidents need to be filed within five business days.		11/12/2009
	Other rule or standard, Incident Reporting (Ch. 45, Sec. 30)	Recommendation (Focused)	For Participant 2, one incident (which occurred 8/21/09) met the criteria for Notice of Incident but was not reported. This report needs to be filed within five business days.	Yes	11/12/2009

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Residential Services	Area of Survey	Findings & Identification of Noncompliance	As Evidenced By	Health, Safety, or Rights Issue?	Date QIP Due
	Organization maintains a healthy and safe environment – all service settings (CARF 1.E.10 Chapter 45, Section 23)	In-Compliance	3 residential sites were visited, and all showed evidence of maintaining a healthy and safe environment.	No	
	Organization meets CARF Standards on Community Housing (CARF Section 4.J)	In-Compliance	Through documentation review, observation, and interviews of staff, guardians, and participants, the provider was found to be meeting these standards. The homes were personalized according to the participants' needs, tastes, and preferences.	No	
	The organization meets the standards in Chapter 45, section 23)	In-Compliance	Through documentation review, observation, and interviews of staff, guardians, and participants, the provider was found to be meeting these standards.	No	
Day Habilitiation, Employment Services	Area of Survey	Findings & Identification of Noncompliance	As Evidenced By	Health, Safety, or Rights Issue?	Date QIP Due
	The organization meets the standards for Community Integration (CARF 4.E)	In-Compliance	The organization meets the standards, as evidenced by documentation review, service observation, and staff, participant, and guardian interview.	No	
	The organization meets the standards for employment (CARF Section 3 and Chapter 45 Section 23)	In-Compliance	The organization meets the standards, as evidenced by documentation review and service observation.	No	
	Organization maintains a healthy and safe environment – all service settings (CARF 1.E.10 Chapter 45, Section 23)	Recommendation (Focused)	Through documentation review and service observation, the provider showed evidence of maintaining a healthy and safe environment with the exception that a prescription mouthwash was unsecured in a restroom.	Yes	11/12/2009

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Other Services	Area of Survey	Findings & Identification of Noncompliance	As Evidenced By	Health, Safety, or Rights Issue?	Date QIP Due
	Organization maintains a healthy and safe environment (CARF 1.E.10 and WMR Chapter 45, Section 23)	In-Compliance	2 sites were able to be observed, with no concerns noted.	No	
	Organization meets the standards for the service provided (CARF Standards and WMR Chapter 41-45)	Not Reviewed	No Respite services or documentation was reviewed during this survey.	No	

Survey/Certification Staff Name: Denise Murphy, Senior Quality Assurance Specialist

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